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STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Building Maintenance and Utilities DATE: 1 June 1953

FROM : Acting Chief, Telephone Section

SUBJECT: Monthly Report

1. Noted hereon are charges for services rendered by the Chesapeake and Potomac Telephone Company and the American Telephone and Telegraph Company.

		Apr. 1953	Apr. 1952
a.	Rental and Service Costs		
(1)	Switchboard - EX 3-6115.....	$ 24,544.	$ 29,978.
(2)	Private, Unlisted Lines.....	1,223.	1,089.
(3)	Teletype, Leased Lines, TWX.....	1,329.	1,377.
(4)	Miscellaneous.....	965.	320.
(5)	Premium Overtime.....	0.	0.
	Total.....	$ 28,061.	$ 32,764.
b.	Toll Charges		
(1)	Switchboard - EX 3-6115.....	$ 5,549.	$ 5,776.
(2)	Private, Unlisted Lines.....	2,949.	2,815.
(3)	TWX.....	226.	212.
	Total.....	$ 8,724.	$ 8,803.
c.	Outside Local Calls		
(1)	Number.....	152,145	176,761
(2)	Cost.....	*$ 5,327.	$ 6,789.
	* Included in paragraph 1 a (1).		
d.	Rental Increase or Decrease, EX 3-6115.....	+$ 292.	+$ 605.

2. Additional information pertinent to the operation of this Office is submitted hereon.

		May 1953	May 1952
a.	Switchboard Capacity.....	3,200	3,200
b.	Lines Working.....	2,977	2,694
c.	Lines Available.....	223	506
d.	Private, Unlisted Lines.....	128	110
e.	Requisitions Issued.....	46	83

Recd. & noted 2 June 1953

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3. Listed below are estimated costs for services to be rendered.

		June 1953	June 1952
a.	Rental and Service Costs.....	$ 35,500.	$ 22,000.
b.	Toll Charges.....	9,000.	9,000.
c.	Private, Unlisted Lines.....	1,500.	1,500.
d.	Teletype, Leased Lines, TWX.....	2,000.	2,000.
e.	Miscellaneous.....	1,000.	500.
	Total.....	$ 49,000.	$ 35,000.

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